

Bungay Town Council

Minutes of the June meeting of this Council held at the Community Centre, Upper Olland Street on Monday 19th June 2017 at 7.45pm.

Present : Cll Matthews, Adams, Bradley, Cloke, Collins, Harden, Knights, Lincoln, Prior and Woods.

1. To accept apologies

Apologies were received from Clls Barnes, Paul and Ritchie(SCC). It was reported that Peter Haward had submitted a letter of resignation. WDC would be contacted.

2. Interests

No interests were declared.

3. To approve the minutes of the Annual Meeting of the Council held on the 15th May 2017

These were approved.

4. To receive public representations

No representations were made.

16. To receive the accounts for the year to 31st March 2017, to receive a report from the internal auditor and to agree completion of the annual governance statement for 2016/17.

The accounts and the annual return for the year ended 31 March 2107 had been distributed to members. The accounts were approved and a report from the internal auditor received. The Council considered the governance statement and agreed that a positive entry could be made in boxes 1 to 8 and that box 9 was not appropriate. It was agreed that the accounts, the accounting statement and the annual governance statement be signed by the Town Mayor for submission to the external auditor.

Signed.....

Date.....

5. County Councillor's report

Cll Ritchie apologies had been received. He reported by email that following an incident steps may be taken to prevent inappropriate HGV movements from the Wrightpart premises in Nethergate St. This may comprise protecting a property by installing a bollard at the Bridge St/Nethergate St junction and improved signage at Wrightpart.

6. To receive correspondence

The following correspondence was reported:-

Copy of email from Cll Ritchie to a resident about possible use of VAS to deter speeding.

Mr D Abbey with an update on bus matters.

Seafarers UK re Merchant Navy Day flag flying (3rd September 2017).

7. To receive a report from the Finance & General Purposes Committee meeting held on 5th June 2017

A written report had been distributed and was received. It was agreed that the WW1 commemoration proposals be referred back to this committee. The Bungay RBL would be consulted.

8. To consider plans received, to receive a report from the Environment and Planning Committee meeting held on the 5th June 2017 and to receive planning decisions from Waveney District Council and the Broads Authority

The following plans were considered:-

DC/17/2173/LBC, Mr P Roe, listed building consent, replacement rear window, 1 Upper Olland St. Approval recommended.

DC/17/2016/FUL, Mr A Halsall, change of use of existing coach house to holiday let accommodation, 6 Cross St. Approval recommended.

DC/17/2017/LBC, Mr A Halsall, listed building consent, change of use of existing coach house to holiday let accommodation. 6 Cross St. Approval recommended.

DC/17/2043/FUL, Mr A Halsall, new external door, 6 Cross St. Approval recommended.

DC/17/2044/LBC, Mr A Halsall, listed building consent, new external door, 6 Cross St. Approval recommended.

Planning decisions received were noted.

A report of the committee meeting was received. Cll Matthews reported that SCC can help with some of the traffic issues including bollards outside the former bank in the Market Place, improved signage and road marking.

Signed.....
Date.....

Cll Woods reported that WDC intend to consult with parishes in the autumn about parking enforcement issues.

It was agreed that the committee consider terms of reference for the appointment of a consultant. Members not on this committee were invited to have input into the terms.

9. To receive a report from the Governance Committee on the revised standing orders.

Cll Woods reported that there were some final points to be resolved. A further report would be made to the July meeting.

10. To make arrangements for the 2017 garden competition

It was agreed that this would follow the 2016 format. Judging rounds were allocated and members were asked to submit their nominations by 30th June.

11. To appoint a representative to the Bungay Heritage project.

Cll Prior was appointed.

12. To appoint police liaison representatives

Clls Matthews and Lincoln were appointed.

13. To receive a report from the BNDP review group

Cll Woods had distributed a report. It was agreed that monthly reports would be requested from the BNDP group and that the Council would formally respond to issues raised.

14. To authorise the Clerk to sign the licence agreement relating to the provision of office accommodation at the WDC Local office in Broad Street

This was agreed subject to an amendment suggested by the Clerk relating to signage and a 3 month notice period.

15. To consider in principle the installation of CCTV in Bungay Town centre.

Cll Lincoln had submitted a written report and reported further verbally. It was noted that the Beccles system could be viewed. Appropriate policies and controls would have to be put in place. Further enquires were to be made about using St Mary's church tower as a hub for the system.

The principle was agreed. The F&GPC were to take the matter further and report back to the Council.

Signed.....

Date.....

16. To receive the accounts for the year to 31st March 2017, to receive a report from the internal auditor and to agree completion of the annual governance statement for 2016/17.

See page 2145 above.

Appointment of a councillor to review future financial records would be considered at the July meeting.

17. To receive a report on the operation of the Riverside Centre

The Clerk reported on current use. The first quarterly finance report would be presented in July.

18. To receive a report from the latest councillors surgery

A written report had been circulated.

19. To receive written reports from Council Representatives

Reports had been circulated.

20. To receive reports from District Councillors

There was nothing further to report.

21. Town Mayor's Report

Cll Matthews had circulated a written report.

22. Balances and cheques for payment

The following balance details were reported:-

	£
Lloyds current account	189085.31
Lloyds instant access	293.23
Total	189378.54

The Clerk advised that the proposed payment to PJ Lee Hire & Sales Ltd should not be made because the invoice had not yet been supplied. The following cheques were approved for payment:-

Bungay Honeypot Centre, room hire, food bank (S137), £50.00; Worker Bee Publishing Ltd, report, £568.80; WDC, business rates, Riverside, £54.00; Waveney Norse Ltd, Riverside cleaning, £196.19; Mayday Office Equipment Services Ltd, photo-copy service charge, £11.11; C M Stanforth, Riverside, window cleaning, £30.00; Bungay Printers, civic award certificates(S137), £10.00; Zurich Municipal, annual premium, £3035.00.

Signed.....
Date.....